

**Town of Springfield
Development Review Board
NOTICE AND AGENDA FOR REMOTE MEETING
July 14, 2020
7:00 p.m.**

There will be a site visit for Appl. #202021 Peter & Patricia Fuller at 481 Parker Hill Road at 5:30 p.m. prior to the meeting.

The Development Review Board for Springfield, Vermont will meet remotely by electronic means on **Tuesday, July 14, 2020 at 7:00 p.m.**

Information on how to access the remote meeting:

Development Review Board

Tuesday, July 14 · 7:00 – 9:00 pm

[Join Zoom Meeting](#)

<https://us02web.zoom.us/j/82898674940>

Meeting ID: 828 9867 4940

One tap mobile

[+13126266799](tel:+13126266799),82898674940# US (Chicago)

[+16465588656](tel:+16465588656),82898674940# US (New York)

Dial by your location

[+1 312 626 6799](tel:+13126266799) US (Chicago)

[+1 646 558 8656](tel:+16465588656) US (New York)

[+1 301 715 8592](tel:+13017158592) US (Germantown)

- SAPA will also be recording the meeting and will make the recording available on their site at a later date

Please review our "Informational Handout for Remote Public Meetings" to understand how these electronic meetings will be managed. If you wish to make a public comment but do not have the ability to comment remotely during the meeting, please email your comment(s) to Renee L. Vondle, Town Zoning Administrator at toszoning@vermontel.net. To ensure smooth access, we recommend that you test your remote meeting software in advance of the meeting.

AGENDA
July 14, 2020 – 7:00 p.m.

[7:00 p.m.]: **Call to Order**

[7:01 p.m.]: **Roll Call**

[7:05 p.m.]: **Administer Oath:** “I hereby swear that the evidence I give in the cause under consideration shall be the whole truth and nothing but the truth.” **[all applicants, agents and abutters that believe they may speak should plan on reciting this oath with the DRB Chair]**

[7:10 p.m.]: **Conflict of Interest:** Does any board member have a conflict of interest regarding any matter scheduled for public hearing?

[7:12 p.m.]: **Additions or deletions to the agenda**
Public comments

[7:15 p.m.]: **Review and approve minutes of May 12, 2020**
Public comments

[7:30 p.m.]: **OLD BUSINESS**

- A. 102-104 State Street, LLC (Michael Woychosky) – Update on Application #19019 for Rooming House on 10 Mineral Street.
Public comments

[7:30 p.m.]: **NEW BUSINESS**

- A. **Application 20206** Bonnie Chase & Randy Goulet for a Flood Hazard Review (Section 5.6) to construct a 127 sq. ft. addition in the Flood Hazard Overlay District. The property is located at 133 Chester Road and is zoned RA-2 Acres / Flood Hazard Overlay District.
Public Comments
- B. **Application 202019** Matthew Baran for a Conditional Use Permit (Section 5.3) to convert Commercial/Office to Residential Use. The property is located at 111 Main Street and is zoned Central Commercial/Downtown Design Control Overlay District.
Public comments
- C. **Application 202021** Peter & Patricia Fuller for a Conditional Use (Section 5.3) and Site Plan Review (Section 5.2) to establish a Glampground and Trout Fishing Retreat. The property is located at 481 Parker Hill Road and is zoned RA-5 Acres.
Public Comments
- D. **Application 202022** RHTL Enterprises, LLC for Minor Subdivision Review (Section 405) and Variance (Section 602) to subdivide Parcel 01A-1-78 (4.85 acres) into two lots of 3.93 acres and 0.92 acres (to remain with house) and place access off of Precision Drive which does not meet frontage requirements. The property is located at 40 Fairbanks Road and is zoned Industrial Commercial.
Public comments
- E. **Application 202023** Springfield Community Players for a Conditional Use (Section 5.3) and Site Plan Approval (Section 5.2) to expand use to include outdoor musical concerts. The property is located at 165 South Street and is zoned Medium Density Residential.
Public Comments

[9:00 p.m.]: **OPEN PUBLIC COMMENT PERIOD** (if applicable)

[9:15 p.m.]: **ADJOURNMENT**

INFORMATIONAL HANDOUT FOR REMOTE MEETINGS

Remote Public Meetings

All public body meetings for the Springfield, Vermont will be conducted remotely via electronic means for the duration of Governor Scott's State of Emergency declaration. Whenever feasible, the public will also be able to access and participate in the remote meetings by dialing in through telephone.

Accessing a Meeting

Please refer to each public body's notice and agenda for information on how to access a remote meeting. Please note that whether you join by telephone, computer, or other device, you may be put on hold or in a waiting "room" until granted access to the meeting. You may also be muted or restricted from using any chat function until the public comment portion of the meeting.

Participation

All meetings will be conducted in accordance with the respective "Rules of Procedure" of each public body, to the extent practicable. The public body will follow its agenda and allow public attendees to participate through voice (audio) means where feasible or alternatively using any chat function during the designated public comment periods on the agenda and at other applicable times as needed.

Initially, the meeting's host/organizer will mute all participants that are not members of the public body. This is necessary to control background noise. The host/organizer will then unmute participants or allow participants to unmute themselves when invited to speak by the Chair of the public body.

Please review the following guidelines:

- The Chair will invite comment:
 - during the time designated on the agenda for public comment;
 - after the public body discusses each agenda item;
 - before the public body takes action;
 - during any open public comment period, if applicable; and
 - at other times as determined by the public body.

- When a participant/attendee is unmuted, they must state their name before commenting.

If the public body successfully moves to enter an executive session, the meeting's host/organizer will then place everyone who is not part of the executive session on hold or in a virtual "waiting room." This will prevent attendees from hearing or participating in the meeting during the duration of the executive session. When the public body exits executive session, the host/organizer will then grant access back to the remote meeting.

When the public body adjourns the meeting, the host/organizer will end the electronic meeting by turning off or closing the remote meeting software. Attendees will be automatically disconnected.

Minutes and other public records that were part of the meeting will be made available in accordance with VT's Open Meeting and Public Records Laws.

To learn more about Remote Public Meetings and the Open Meeting Law, please visit the Secretary of State's Municipal Assistance webpage at <https://sos.vermont.gov/municipal-division/laws-resources/covid-19-response/>.